

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION I
1 CONGRESS STREET, SUITE 1100
BOSTON, MASSACHUSETTS 02114-2023

MEMORANDUM

DATE: July 17, 2000

SUBJ: Request for OMB Approval of a Survey for Viewers of the Video RCRA Compliance for Metal Finishers.

FROM: Linda Darveau
New England Environmental Assistance Team

TO: Monica Lewis, OECA Desk Officer
Regulatory Information Division
Office of Policy

I am the EPA project officer on EPA Grant # X991962 to the Northeast Waste Management Officials' Association, which is producing a 22-minute videotape for metal finishers entitled RCRA Compliance for Metal Finishers. I would like to issue a mail-back survey to assess viewers' opinions of the video.

I plan to offer the video free of charge by advertisement to approximately 1500 metal finishers and other business and government contacts in New England. I estimate that we will distribute 500 videos. Each video will be accompanied by a postage-paid return survey to assess how informative and useful the viewers find the video. Based on a 20% response rate, I expect to receive 100 responses. This, in combination with the brevity of the survey, means that the burden to both EPA and the public will be low.

If you have any questions or concerns, please call me at 617-918-1718.

Attachments (2)

cc: Lynn Vendinello, OECA

Request for Approval of Information Collection Activity

I. Background:

Under EPA grant X991962 to NEWMOA, EPA Region I is producing a 22-minute videotape for metal finishers entitled RCRA Compliance for Metal Finishers in the Northeast. The video is designed to provide basic up-to-date information on RCRA Compliance to small facilities whose personnel have difficulty sparing the time to attend workshops and read documents. The video includes information on both regulatory requirements and pollution prevention.. The video will convey this information in an appealing, easy-to-digest manner by showing narrated views of real processes, focusing on the most common violations found by both state and EPA inspectors. The video will be offered free of charge by advertisement to 1300 metal finishers and other business and government contacts in New England. I estimate that we will distribute 500 videos. Each video will be accompanied by a postage-paid return survey to assess how informative and useful the viewers find the video.

II. Survey Purpose and Description:

I have drafted a postage-paid mail-back survey to accompany each video that is distributed. The purpose of the survey is to assess how informative and useful the video is to members of the intended audience in helping them understand and make plans to act upon pollution prevention opportunities. EPA will use this information to improve future videos for this and other sectors and to choose appropriate outreach methods (videos versus documents versus workshops, etc).

III. Survey Methodology and Use of Results

Each video requested and mailed out will be accompanied by the survey. Of the 1300 metal finishers and other business and government contacts in New England to whom we will advertise the video free-of-charge, I estimate that 500 will request a video. Based on a 20% response rate I expect to receive 100 responses. Each survey will be printed as a postage-paid self-mailer so that respondents do not have to provide envelopes or postage. EPA Region I will be the mailing address to which the surveys are returned, and Linda Darveau, the EPA contact for this project, will compile the results and provide them to interested parties– EPA and state pollution prevention assistance programs, Metal Finishing trade associations, and others.

IV. Respondents' Burden

Number of survey recipients: 500

Number of respondents: 100

Minutes per response: 10

Cost per hour: \$33

(Based on the Bureau of Labor Statistics "Employer Costs for Employment Compensation," the estimate used in the EPA / OECA generic ICR.)

Total burden hours: 16 hours

Total burden dollar cost: \$549.00

V. Agency Burden

Number of survey recipients: 500

Number of respondents: 100

Minutes spent compiling paper responses, per response: 10

Burden hour subtotal for paper responses: 16

Additional hours to summarize and communicate all results: 15

Burden hour total: 31

Cost per hour: \$34.98

(Based on a 1998 GS 13/01 salary of \$55,969 or \$26.91/hr; with 30% overhead the hourly rate is \$34.98. This is the estimate used in the EPA / OECA generic ICR.)

Total burden dollar cost: \$1084.38

Please give us your comments on the video RCRA Compliance for Metal Finishers in the Northeast. Your feedback will help us produce better outreach products.

1. Overall, did you find the video worthwhile?

_____ Yes _____ Somewhat _____ No

2. How helpful are the following portions of the video?

Role of Inspectors: _____ Very _____ Somewhat _____ Not

Training Requirements: _____ Very _____ Somewhat _____ Not

Waste Inspection Requirements: _____ Very _____ Somewhat _____ Not

Hazardous Waste Determination: _____ Very _____ Somewhat _____ Not

Hazardous Waste Storage: _____ Very _____ Somewhat _____ Not

Pollution Prevention: _____ Very _____ Somewhat _____ Not

3. Do you intend to make any changes at your facility as a result of viewing this video?

_____ Yes _____ No

If yes, what do you intend to do? _____

4. Do you intend to refer to the video in the future or pass it on to a colleague?

_____ Yes _____ No

5. Which of the following ways of receiving information on environmental issues work best for you?
(Check any.)

_____ Manuals (long, comprehensive)

_____ Fact sheets (short, single-topic)

_____ Newsletter or journal articles

_____ CD Roms

_____ Internet Web Pages

_____ Workshops

_____ Videos

6. What type of job do you have?

_____ Owner of a metal finishing facility.

_____ Environmental Manager of a metal finishing facility.

_____ Waste water Treatment Operator.

_____ Consultant.

_____ Government Assistance Provider.

_____ Other (please specify): _____

7. If you plan to test or adopt a new practice or technology at your facility as a result of this video, and

may be willing to talk to us about your experience, please write your name and telephone number below. We ask because we want to know if our non-regulatory assistance efforts result in real improvements. Thank you!

8. Other comments or suggestions: _____

Thank you for your input!

Linda Darveau

The New England Environmental Assistance Team

EPA Region I

Public reporting burden for this collection of information is estimated to average ten minutes per response, including time for reviewing instructions, gathering information, and completing and reviewing the information. Send comments on the Agency's need for this information, the accuracy of the provided burden estimate, and any suggestions for reducing the burden, including the use of automated collection techniques, to the Director, OP Regulatory Information Division, United States Environmental Protection Agency (Mail Code 2137), 401 M Street, SW, Washington, D.C. 20460; and to the Office of Information & Regulatory Affairs, Office of Management & Budget, 725 17th Street, NW, Washington D.C. 20503, Attention: Desk Officer for EPA. Include the EPA ICR 1860.01 and the OMB control number 2020-0015 in any correspondence. Do not send your completed survey to this address. Approval expires September 30, 2001.